

MINUTES
SUTTONS BAY TOWNSHIP BOARD
REGULAR MEETING
JUNE 8, 2022

There will be a zoom link for remote attendance.

CALL TO ORDER

Tom Nixon, Supervisor, called the meeting to order at 5:15 p.m.

ROLL CALL

Present: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey,
Debbie Slocombe

None: None

Staff Present: Steve Patmore, Marge Johnson - Zoom

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Debbie Slocombe/moved, Sandy VanHuyste/supported, to approve the amended agenda, adding under New Business - #7 - Herman Park - request for \$5,500.00 to Gosling-Czubak to extend the parking lot, and #8 - Herman Park - Accept quote to clean up entrance to Herman Park, motion carried.

PUBLIC COMMENT

Kathy Dingle - supports dog park.

Susan Parshall - supports dog park.

Lucin Dehan - supports dog park.

Sara Bickle - supports dog park.

Tom Nixon - The Board elected last spring to have a moratorium on anything new happening in Herman Park at least during this fiscal year, not going to dedicate dollars and activities to construct and change things at Herman Park.

PRESENTATION

Park & Recreation Committee: Creating a Dog Park at Herman Park

~~Pete Ostrowski~~ Liz Mahany made the presentation on creating a dog park at

Herman Park. A brief discussion of the proposed project was held, sketch of site plan and size locations, cost estimates, including maintenance and funding availability.

~~Liz Mahaney spoke about the dog park proposal.~~

Discussion -

- Tom Nixon - There is a risk to dog parks. A series of questions was provided to the Board and to the committee which need substantive answers before moving forward. Before next meeting ask Board to look at 6 different sites, getting familiar with pros and cons of having a dog park. Want the Parks Committee to come up with good answers to determine whether or not there should be a dog park in our community.
- Dorothy Petroskey - Understand it is a multiple use park, don't want to address this until we hear from Bill Drozdalski on the infrastructure.
- Sandy VanHuystee - Parking is the most important thing right now, put a moratorium on what we have and take care of what we have.
- Debbie Slocombe - Dog park was one of the first things asked for at Herman Park. Good idea to keep the dogs in one area especially with young people using the pavilions and soccer field.

REPORTS

- Treasurer - report submitted.
- Planning & Zoning - June 7th meeting, Leelanau Watersports.

PUBLIC COMMENT ON ZOOM

Nancy Kretchfield, supports the dog park.

REPORTS - (Continued)

- Parks Supervisor - Report submitted from Bill Drozdalski - rendering of ice rink structure.
- Parks & Recreation Committee - Schedule submitted for pickle ball and tennis courts. Draft Minutes submitted.
- Fire Authority - Meeting next Tuesday.
- Facilities - Waiting for door to be replaced.

OLD BUSINESS

1. Approval of Minutes - May 11, 2022
Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve The May 11 ,2022 Minutes as presented. Motion carried.

2. Payment of Bills
Sandy VanHuystee submitted bills for payment - \$37,299.28, reduced by \$130 for post office box rental.

Sandy VanHuystee/moved, Dorothy Petroskey/supported, to approve the bills for \$37,299.38, motion carried.

3. Review of Township Clean-Up Day held May 21, 2022
Tom Nixon said clean- up day to the most extent was successful. Suttons Bay and Bingham Township will have to pay for company to pick up mattresses dropped off after clean-up day ended.

NEW BUSINESS

1. Authorize Supervisor to spend up to \$500 without board approval
Sandy VanHuystee/moved, Dorothy Petroskey/supported, to authorize the Supervisor to spend up to \$500.00 without Board approval, motion carried.

2. Decision on Pump Track Location - Herman Park
Pete Ostrowski submitted the Herman Park Pump Track Project, including brief description of pump track, Memorandum of Understanding, site plan, funding availability and maintenance.
Discussion -
 - Tom Nixon - Want to safeguard the entry to the park rather than being greeted with an activity like this with traffic going in and out accessing a bigger parking lot. Would speak against placing the pump track in front, maintain it by the corner of the pond.
 - Pete Ostrowski - The oval pump track is 50 ft x 21 ft. - 125 ft length. This modular set up can be moved to another area.
 - Debbie Slocombe - Most people using the pump track would come in on bicycles. Recommend turning it so would be horizontal with the forest.
 - Sandy VanHuyste - Concern is, look at this beautiful park and to see where

pump track is proposed now instead of where we talked about it.

- Dorothy Petroskey - Don't like to see the pump track at the entrance to the park.
- Bill Drozdalski - Put it where it was to go the first time, can move it if there is a dog park instead of disrupting 2 more fairways for disc golf.

Tom Nixon/moved, Sandy VanHuystee/supported, to place the pump track back by the pond in an area close to where it was originally considered to be, motion carried.

Tom Nixon - Flag off the area where the pump track will be.

3. Decision on Vendor to install Township Office Security Cameras for the entire building

Vendor proposals submitted to install township office security cameras -

1. EPS - install 6 cameras, etc.
2. TKS - install 5 cameras, etc. -

Tom Nixon - necessary to provide for surveillance for a drop box for ballots that come in after hours.

Tom Nixon/moved, Sandy VanHuystee/supported, to accept the quote from EPS at a cost of \$3,275 with labor costs, for 6 cameras at the monthly maintenance program for 36 months at \$50.00 a month, motion carried.

4. Appoint or Discuss Replacement Trustee

Tom Nixon said three candidates submitted applications for appointment as Trustee to the Suttons Bay Township Board.

Sandy VanHuystee/moved, Tom Nixon/supported, to appoint Doug Periard as Trustee to the Suttons Bay Township Board thru November 2024, motion carried.

Tom Nixon said there is now a vacancy on the Planning Commission.

5. Electronic Poll Book Proposal from Netlink

Sandy VanHuystee submitted the Electronic Poll Book Proposal from Netlink for \$1,052

Dorothy Petroskey/moved, Debbie Slocombe/supported, to purchase the Electronic Poll Book with 17" notebook screen from Netlink for \$1,052.00, motion carried.

6. 2022 DTE Energy Foundation Tree Planting Grant Program

Tom Nixon - no budgeting for this matching grant for \$4,300.00, asked Park Committee to give Board tree planting plan to pursue trees in the future.

Debbie Slocombe commented on the planting of trees, there is still a need for screening, suggests requesting 12 trees to plant in the fall.

Debbie Slocombe/moved, Dorothy Petroskey/supported, that the township board apply for the 2022 DTE Energy Foundation Tree Planting Grant Program in the amount of \$2,000.00 for matching funds for screening at Herman Park, motion carried.

7. Herman Park - Extension of Parking Lot

Tom Nixon said Bill Drozdalski is requesting that the Board authorize giving Gosling-Czubak an additional \$5,500 for engineering to draw up engineering specs for an extended parking lot, mapping out the gray area on the maps which would provide about 20 additional parking spaces on top of 30 parking spaces that would be gained, would be at least 76 total parking spaces if whole construction was done.

Tom Nixon/moved, Dorothy Petroskey/supported, that the Board authorize giving Gosling Czubak an additional \$5,500 for engineering to draw up the engineering specs for an extended parking lot at Herman Park, motion carried.

Consensus to authorize Sandy VanHuystee to sign the contract.

8. Bid for Cleaning Up Entrance Way to Herman Park

Tom Nixon said two bids were received for cleaning up entrance way to Herman Park - Whiteford Lawn Maintenance - \$1,717 and Creative Designs - \$1,630.

Dorothy Petroskey/moved, Tom Nixon/supported, to award the bid to Creative Designs for \$1,630 for this year to clean up the entrance way to Herman Park, motion carried. (Debbie Slocombe did not vote because of conflict of interest)

PUBLIC COMMENT

Pete Ostrowski - Parks & Rec Committee - pump track people said it would be nice to have pathway from school system to Herman Park, could be 2% grant request.

ADJOURNMENT - The meeting was adjourned at 6:43 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Minutes Approved as-corrected on July 13, 2022